



PLANNING COMMISSION AGENDA

125 E. College Street, Covina, California

Council Chambers of City Hall

May 9, 2023

7:00 P.M

IMPORTANT NOTICE

Members of the public may view the meeting live on the City's website at www.covina.ca.gov or on local cable television, Spectrum channel 29, and Frontier Channel 42. To view from the website, hover over the Departments & Services tab until the drop-down menu appears and click on City Council Video Library under the City Council header. A live banner will appear at the start of the meeting.

Meeting Assistance Information: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at cityclerk@covina.ca.gov or 626-384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO ORDER

ROLL/CALL

Commissioners: Rosie Richardson, Bryan Rodriguez, John Connors, Vice-Chair Dan McMeekin, Chair Zermeno

PLEDGE OF ALLEGIANCE

Led by the Chair.

PUBLIC COMMENTS

To address the Planning Commission please complete a yellow speaker request card located at the entrance and give it to the City Planner. Your name will be called when it is your turn to speak. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed. Those wishing to speak on an item NOT ON THE AGENDA will be heard at this time. State Law prohibits the Commissioners from taking action on any item, not on the agenda. Individual speakers are limited to five minutes each, unless, for good cause, the Chairperson amends the time limit.

In Person: To address the Planning Commission please complete a yellow speaker request card located at the entrance of the Council Chamber and give it to the City Planner. Your name will be called when it is your turn to speak.

Remotely via Zoom: Access the meeting remotely via Zoom with one of the following devices:
Computer or Smart Device:

<https://us02web.zoom.us/j/88652771056?pwd=dVA3TDNDbmR0WjBOWVd1Q2R4c2k3QT09>

Telephone: Dial: +1 669 900 6833

Meeting ID: 886 5277 1056

Passcode: 936463

1. To request to speak during public comment, please click the “Raise Hand” button on the Zoom toolbar “Reactions” tab. Computer / Smart Device: The “raise hand” feature is in the reactions tab. Telephone: Press star-nine (*9) on your phone to raise your hand.

2. Staff will announce your name as listed on Zoom or the last four digits of your phone number when it is your turn to speak and unmute the microphone (audio only); the speaker must be present when called to speak.

3. Please state your first and last name and city of residence at the beginning of your remarks for the record.

4. The microphone will be muted by staff when you have completed your comments or five (5) minutes have expired, whichever occurs first.

COMMISSIONER COMMENTS

Commissioners wishing to make any announcements of public interest or to request that specific items be added to future Planning Commission agendas may do so at this time.

ADMINISTRATIVE ITEMS

CONSENT CALENDAR

1. Approval of the Minutes of March 28, 2023.

PUBLIC HEARINGS

- 1. Application for Tentative Parcel Map No. 83936 (TPM22-1) and Determination of Exemption from CEQA.**

A proposal for a 2-lot subdivision of an existing 23,939 square foot lot for future residential development on Parcel 2, zoned R-1 7500 (Single-Family) Residential, located at 837 N. Sunflower Avenue (APN: 8402-017-066). The Planning Commission shall consider this project exempt from further review under CEQA, Guidelines Section 15315.

Staff Recommendation: Staff recommends that the Planning Commission adopt Resolution No. 2023-005 PC recommending approval of a CEQA exemption and Tentative Parcel Map No. 83936 to the City Council.

CONTINUED PUBLIC HEARINGS

None.

NEW BUSINESS

- 1. Proposed Capital Improvement Program General Plan Consistency Determination - Fiscal Years 2023/2024-2028/2029**

Planning Commission Resolution No. 2023-006 PC is a Resolution finding that the proposed FY 2024-28 City of Covina Five-Year Capital Improvement Program (CIP) is consistent with the goals and policies of the Covina General Plan.

Staff Recommendation: Staff recommends that the Planning Commission adopt Resolution No. 2023-006 PC, finding that the proposed Fiscal Year 2023/2024-2028/2029 City of Covina Five-Year Capital Improvement Program is consistent with the goals and policies of the Covina General Plan and make a determination of exemption from CEQA.

GENERAL MATTERS

ADJOURNMENT

The Planning Commission will adjourn to its next regular meeting scheduled for Tuesday, May 23, 2023, at 7:00 p.m. inside the Council Chamber at City Hall, located at 125 East College Street, Covina, California, 91723.

The Community Development Department does hereby declare that the agenda for the May 9, 2023 Meeting was posted on the City's website and near the front entrance of Covina City Hall, 125 East College Street, Covina, in accordance with California Government Code Section 54954.2(a).

*Planning Commission Agenda**Tuesday, May 9, 2023*



Planning Commission Regular Meeting

STAFF REPORT

ITEM NO. PH-1

Meeting: Planning Commission Regular Meeting of May 9, 2023

Title: Application for Tentative Parcel Map No. 83936 (TPM22-1)

Title Description: A proposal for a two-lot subdivision of an approximately 23,939 square foot lot for future residential development on Parcel 2, zoned Planned Community Development (PCD)/R-1-8500 (Single-Family) Residential, located at 837 N. Sunflower Avenue (APN: 8402-017-066). The Planning Commission shall consider this project exempt from further review under CEQA, Guidelines Section 15315.

Presented by: Mercenia Lugo, Planning Manager

PROJECT SITE INFORMATION

A. Project Information:

Request: 2-lot Single-Family Residential Subdivision
Applicant: Gary Andreasen | Andreasen Engineering, Inc.
Property Owner: James McGee
Location: 837 N. Sunflower Avenue
Assessor Parcel
Map No: 8402-017—066

B. Site and Surrounding Land Uses – Table 1:

	General Plan	Zoning	Existing Uses
Site	Low Density Residential	PCD/R-1-8500	Single-family residences
North	Low Density Residential	PCD/R-1-8500	Single-family residences
South	Low Density Residential	Los Angeles County	Residential
East	Low Density Residential	Los Angeles County	Residential
West	Low Density Residential	PCD/R-1-8500	Single-family residences

C. Site Characteristics: The overall site is approximately 23,939 square feet. The site is flat and contains an existing single-family residence, with an existing detached accessory structure. The current topography will be maintained. The existing driveway access will be shared. An overall 20-foot wide driveway is proposed to accommodate for both ingress/egress and a fire lane, as required per Los Angeles County Fire Department. The subdivision will require ingress/egress, utility, and 4-foot underground easements for the use and benefit of Parcel 2.

At this time, the property owner is only requesting approval for a 2-lot subdivision. Subsequent to the subdivision approval, the property owner intends to develop the site in two phases by submitting separate administrative applications for (1), the demolition of an existing detached structure, partial demolition of the attached 2-car garage and, the construction of a new tandem garage for Parcel 1; and (2), the future development of a single family dwelling and the conversion of the existing detached accessory structure (currently located at the rear of the lot) to an accessory dwelling unit (ADU) on Parcel 2.

D. Development Standards and Project Data: The following Table illustrates the proposed project compliance with development standards under Section 17.24 of the Covina Municipal Code (CMC).

	Development Standards	Code Requirements	Proposal (Parcel 1)	Proposal (Parcel 2)
1.	Lot Size	8,500 sf	10,539 sf	13,212 sf
2.	Lot Width	70 sf	80.22 ft	100.21 ft
3.	Lot Depth	105 sf	132 ft	105 ft
4.	Building Height	2 ½ stories or 35 ft	1 story Existing	Shall comply with code requirements upon future separate submittal
5.	Setbacks			
	Front	25 ft	25 feet	
	Interior Side	5 ft	5 feet	
	Second Story	7 ft 6 in	7 feet 6 in	
	Rear	25 feet	25 feet	
6.	Off-Street Parking	2-car garage	2-car garage	

PROJECT ANALYSIS

Background. The applicant, Gary Andreasen, and property owner, James McGee, submitted an application request for a Tentative Parcel Map (TPM 22-1) on October 26, 2022. Staff issued an incompleteness letter with corrections from multiple departments. The submittal was deemed “Complete” for processing on April 11, 2023 for Planning Commission consideration.

Proposed Subdivision. In accordance with Covina Municipal Code (CMC) Chapter 16.02.050, the Planning Commission’s authority is to review the proposed subdivision and forward a recommendation to the City Council for review and approval. The applicant proposes to subdivide a 23,939-square foot property into two (2) lots as follows: Parcel 1 (10,539 square feet) and Parcel 2 (13,212 square feet). The existing property is approximately 100 feet wide and approximately 277 feet deep. The lot is located west of Sunflower Avenue. Parcel 1 will be 10,539 square feet in size with 80.22 feet of frontage along Sunflower Avenue. Vehicular access will be provided via a driveway accessible from Sunflower Avenue. Parcel 2 will be 13,212 square feet in size with 100.21 feet of frontage. Access will be shared with Parcel 1 via a driveway accessible from Sunflower Avenue.

The project site is located in a developed residential neighborhood. The site is surrounded by single-family residences on all sides. The proposed subdivision with the proposed improvements complies with the General Plan, the land use density and the applicable development standards as described in the Findings section of the report.

Associated Site Plan Review Application. The construction of the new single-family residence on future Parcel 2 and, future improvements planned for Parcel 1, do not require Planning Commission review and approval and will be reviewed and processed separately, as an administrative act. Because the proposed construction relates to the subdivision, staff provided the following description of the proposed future construction as information to the Planning Commission.

1. Site Design. The proposed subdivision will create two (2) new lots that face Sunflower Avenue. The residential and accessory structures are oriented parallel to the street. The size of the rear yard for each parcel meets and/or exceeds the minimum required 25 feet. In summary, the site design meets the development standards and the provisions of the Covina Design Guidelines.
2. Parking. The required parking for a single-family dwelling is a two-car garage. Parcels 1 and 2 shall provide the required enclosed 2-car garage space, meeting the required development standards for each parcel.

FINDINGS OF FACTS

Facts of Findings for Tentative Parcel Maps. In order to approve the Parcel Map, the Planning Commission must make the following findings (CMC 16.08.140):

1. **The design and improvements of the proposed subdivision are consistent with the General Plan and all applicable codes and regulations.**

Facts: The proposed subdivision complies with the lot size and the lot dimensions of the R-1-8500 (Single-Family) Residential Zone. The proposed development, the key elements of which would be building size/location, usable yard areas, parking areas, and landscaping, do and shall meet or conform to the intent of the development standards of Chapter 17.24 of the Covina Municipal Code and General Plan.

2. **The subdivision is physically suitable for the type and proposed density of development proposed by the tentative map.**

Facts: The overall size of the site is 23,939 square feet. The proposed density is within the allowed "LDR – Low Density Residential" General Plan Land Use Designation. The subdivision is physically suitable for the development of one single-family home per lot.

3. **The design of the subdivision and proposed improvements, with conditions of approval will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.**

Facts: The site currently contains an existing single-family dwelling unit. The site is not designated a fish or wildlife habitat nor is it located nearby to any such territory. The design of the subdivision and proposed improvements will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

4. **The design of the subdivision and the type of improvements are not likely to cause serious public health problems.**

Facts: The design of the proposed project is generally attractive, functional, and well-integrated to the surrounding properties. It will be harmonious, consistent, and complete within itself. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

5. **The design of the subdivision provides for future passive or natural heating and cooling opportunities in the subdivision to the extent feasible.**

Facts: The design of the subdivision and its proposed residential development will provide the possibility and opportunity to have passive or natural heating and cooling for the buildings. Furthermore, the residential development will have to comply with Title 24 of the Uniform Building Code.

6. **Focusing on the design of the subdivision and the type of improvements to be required, the project will not conflict with easements acquired by the public at large for access through or the use of the subdivision or with the design of alternate easements that are substantially equivalent to those previously acquired by the public.**

Facts: The design of the subdivision will not conflict with existing City rights-of-way or other public access easements.

7. **The proposed project with its subdivision design is consistent with the city's parkland dedication requirements (Quimby Act – Chapter 16.28 CMC).**

Facts: The proposed subdivision of 5 or fewer parcels is exempt from the city's parkland dedication requirements. Development Impact Fees and annexation into the city's Communities Facilities District are applicable, which address fiscal impacts to city services and parks.

8. **The applicant has demonstrated that a sufficient water supply will be available to serve the subdivision, in accordance with California Government Code Section 66473.7.**

Facts: The proposed subdivision is served by Golden State Water, which has sufficient capacity to provide water to serve the two lots. However, the landscape design for the two lots is required to comply with CMC Chapter 17.82 regarding Water Efficient Landscape Regulations and the State July 2015 Model Water Efficient Landscape Ordinance (MWELO).

PUBLIC HEARING NOTICE AND NOTIFICATION

All property owners within a radius of at least 300 feet from the overall project site were mailed notices of the Planning Commission public hearing a minimum of ten (10) days before the hearing as required by law. In addition, the public hearing notice for the May 9, 2023 planning commission meeting was published in the San Gabriel Valley Examiner newspaper on April 27, 2023.

ENVIRONMENTAL DETERMINATION

Staff has determined that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) Guidelines. The project qualified as a Class 15 exemption under State CEQA Guidelines Section 15315, which consist of projects characterized as new minor land divisions meeting the conditions described below. The project consists of a subdivision of one lot into two lots and the development of one single-family dwelling unit on a half-acre piece of land. Staff finds that there is no substantial evidence that the project will have a significant effect on the environment and no additional analysis is required. The proposed development meets the following conditions:

- (a) The division is in conformance with the General Plan and zoning.
- (b) No variances or exceptions are required.
- (c) All services and access to the proposed parcels to local standards are available.
- (d) The parcel was not involved in a division of a larger parcel within the previous 2 years.
- (e) The parcel does not have an average slope greater than 20 percent.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt **Resolution No. 2023-005 PC** recommending approval of a CEQA exemption and Tentative Parcel Map No. 83936 to the City Council.

Prepared by:

Approved By:



Mercenia Lugo
Planning Manager


Brian K. Lee
Director of Community Development

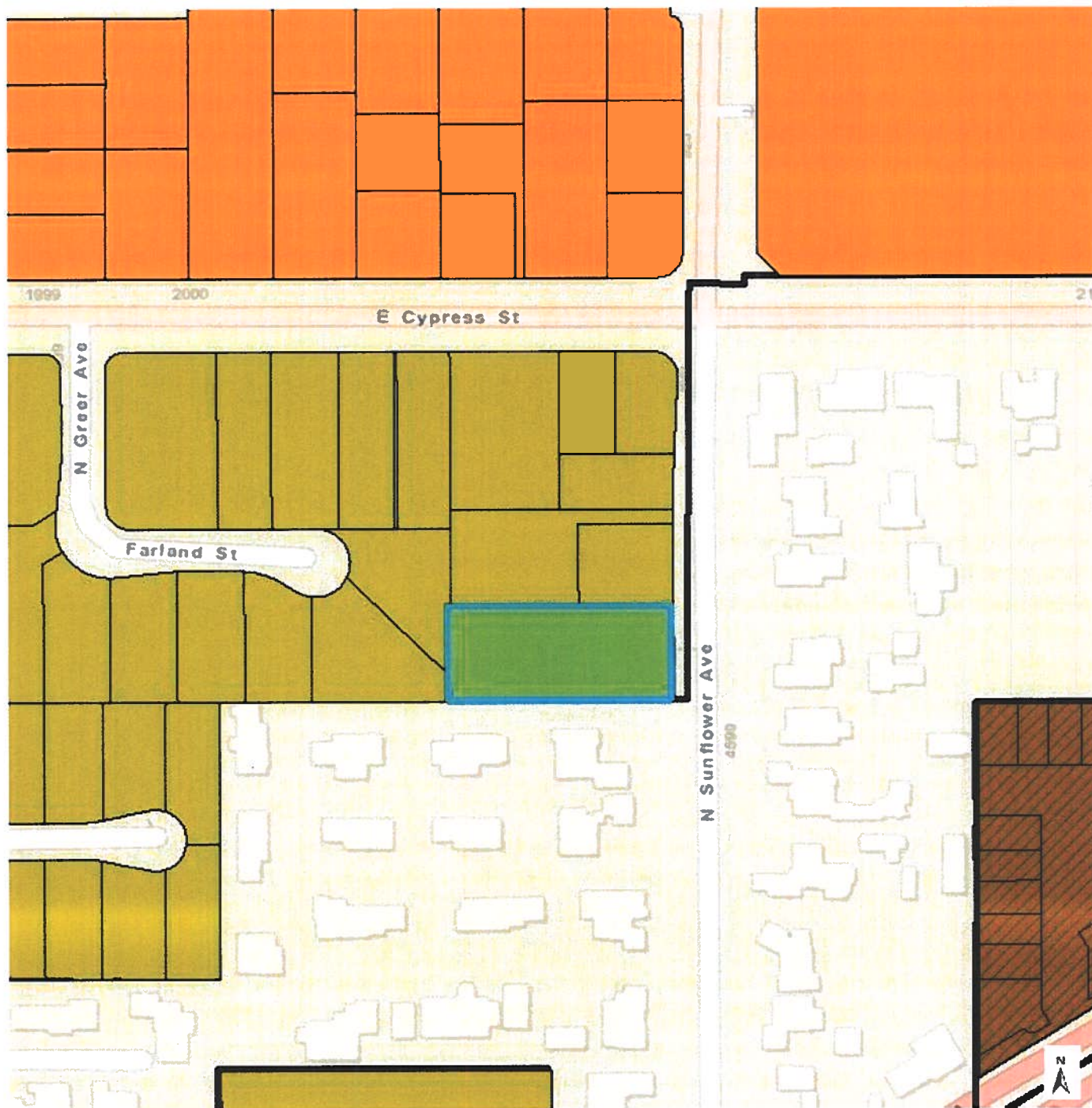
EXHIBITS

1. Zoning & Aerial Maps
2. Application Materials
3. Tentative Tract Map
4. Resolution 2023-005 PC, with attachments and Conditions of Approval

EXHIBIT 1

Zoning/Aerial Maps

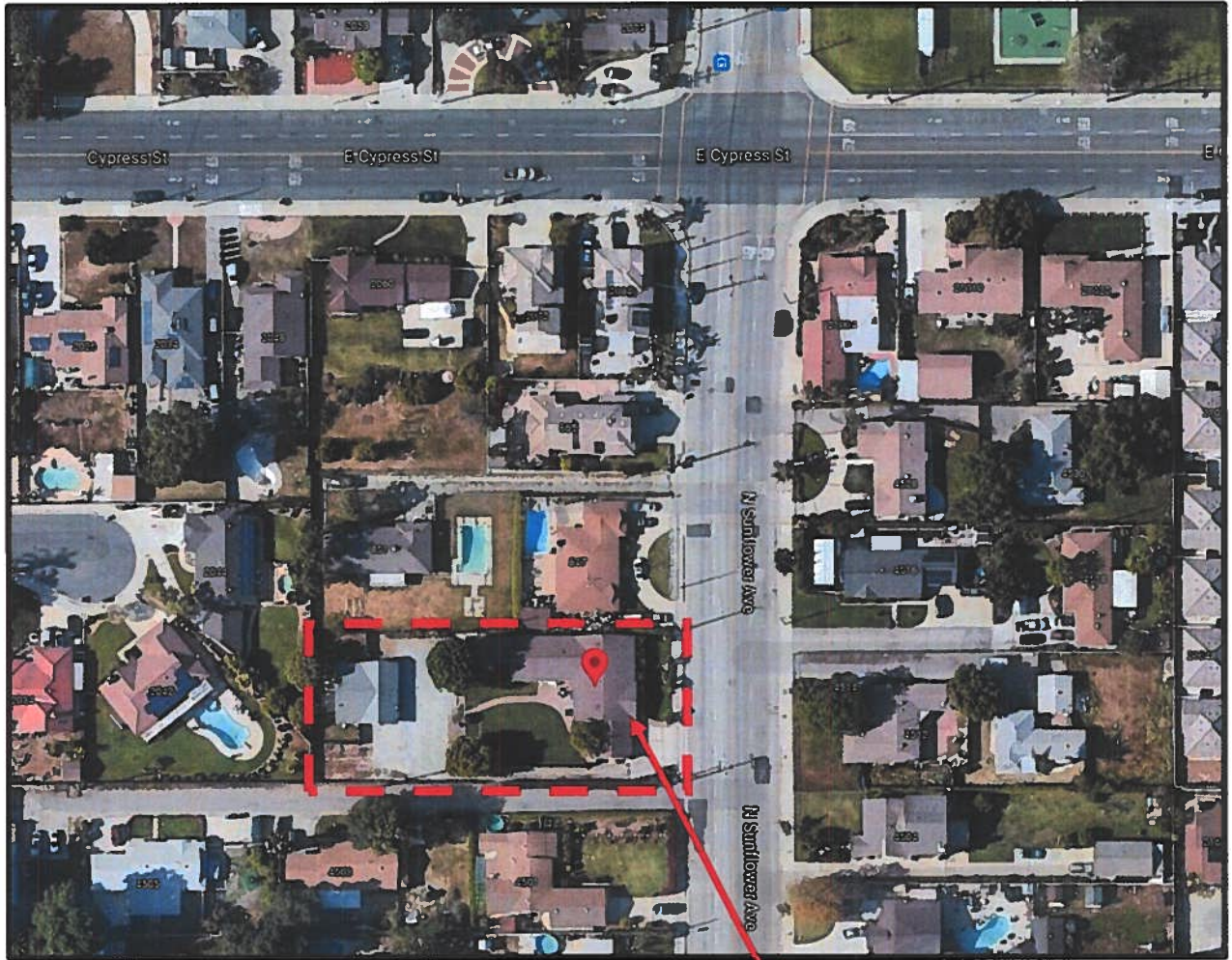
837 N. Sunflower Avenue
Zoning: PCD/R-1-8500 - Planned Community Development / Residential Zone (Single Family
-8,500 sq. ft. minimum lot size



APN: 8402-017-066



Aerial Map
837 N. Sunflower Avenue



Subject Site

EXHIBIT 2

Application Materials



Standard Application Form – 1

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

Applicant Information

Proposed Project Name: Tentative Parcel Map No. 83936

Project Address: 837 N. Sunflower Ave.

Assessor's Parcel Number (APN): 8402-017-066

Applicant Name: Andreasen Engineering, Inc. - Gary Andreasen

Phone: 909-623-1595

E-Mail: garyand@aeicivil.com

Applicant address: 195 N. Euclid Ave., Suite 101, Upland, CA 91786

Property Owner Name (if different than above): James McGee

Property Owner Contact Information: 951-532-4644; immcgee@gmail.com

Property Owner Address: 837 N. Sunflower Ave., Covina, CA 91724

CC Property Owner in Correspondence? ☒ Yes ☐ No

STAFF USE ONLY

File No.

Assigned Planner:

Project Type

Please check the type of project review requested. If you are applying for more than one review you may check all that apply.

☐ Conditional Use Permit

☐ PCD Amendment

☐ Tree Preservation Permit
☐ Minor

☐ Development Agreement

☐ Public Convenience or necessity (ABC)

☐ Vacation of Alley, Easement, Street

☐ General Plan Amendment

☐ Site Plan Review-Major

☐ Variance

☐ Historic Structure Designation

☐ Site Plan Review-Minor (Residential)

☐ Variance (Minor)

☐ Lot Line Adjustment/Lot Merger

☐ Site Plan Review-Minor (Non-Residential)

☐ Zoning Code Amendment/ Zone Change

☐ Pre-Application Review

☒ Tentative Parcel Map
☐ Time Extension

☐ (Other)

☐ Planned Community Development (PCD)

☐ Tentative Tract Map
☐ Time Extension

☐ (Other)

Project Description

Provide as much detail as possible/attach additional pages if necessary

Subdivide the property into two separate parcels.

Property Owner Certification

I certify that I am presently the legal property owner of the above described property. Further, I acknowledge the filing of this application and certify that all of the above information is true and correct. If applicant is different from the legal property owner, a property owner's authorization form must accompany this application (Standard Application – 2). Insert N/A below if submitting authorization form.

Date: 8-18-2021

Signature:

Print Name and Title: JAMES MCGEE - owner

STAFF USE ONLY

Date Received:

Received by:

Fees:

Receipt No:



Standard Application – 2 Property Owner's Authorization Form

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

List the name(s) and address(es) of all property owner(s).

1. Owner Name: James McGee
Complete Address: 837 N. Sunflower Ave., Covina, CA 91724
Email: jmmcggee@gmail.com Phone: 951-532-4644
2. Owner Name: _____
Complete Address: _____
Email: _____ Phone: _____
3. Owner Name: _____
Complete Address: _____
Email: _____ Phone: _____

Certification Statement

This letter shall serve to notify you and certify that I/we am/are the legal owner(s) of the property described in the attached application and do hereby authorize:

Applicant's Name: Andreasen Engineering, Inc. - Gary Andreasen Phone: 909-623-1595
Applicant's Complete Address: 195 N. Euclid Ave., Suite 101, Upland, CA 91786 Email: garyand@aeicivil.com

To file and present my/our interest for the referenced application(s): _____

Name (printed): JAMES MCGEE
Title: owner Date: 8-18-2022

Signature: _____



Standard Application – 3 Project Description Form

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

The following information must be completed and submitted with new applications: (Print or type all information entered)

A. General Information

Project Address or Assessor's Parcel Number: 837 N. Sunflower Ave. - APN: 8402-017-066

Site Area: 0.545 acres Building Area: _____ Building Height: _____ No. of Floors: _____

Total anticipated number of employees: _____ Max shift: _____ Hours of operation: _____

Does the business involve the sale of any food or beverages? ☒ No ☐ Yes

Will the project be built in phases? ☒ No ☐ Yes If YES, a phasing plan is required to be submitted.

Will any permits be required from agencies other than the City (including a Hazardous Materials Business Plan)?

☒ No ☐ Yes If yes, list: _____

Will the project use, store, or dispose of potentially hazardous chemicals, materials, toxic substances, flammables or explosives? ☒ No ☐ Yes If yes, describe: _____

If any of the above answers are YES, please describe in detail on a separate sheet.

B. Existing Land Uses of the Subject and Surrounding Properties

Subject property: Residential - Single Family Homes

North: Residential - Single Family Homes

East: Residential - Single Family Homes

South: Residential - Single Family Homes

West: Sunflower Ave.

C. Physical Site

Will the project modify existing natural features? ☒ No ☐ Yes If YES, please describe in detail on a separate sheet?

Estimated cubic yards of grading involved in the project: ☐ None ☒ Cut = 50 Fill = 50

What is the maximum height and grade of constructed slopes? 2 feet

D. Archaeological/Historical

Is the project located in an area of archaeological or historical sensitivity as identified in the Covina General Plan?

☒ No ☐ Yes If YES, please describe in detail on a separate sheet.

E. Flora and Fauna

Describe the types of vegetation and trees in the project area: 3 existing large tree in rear yard, along with hedges along the north and south property edges.

Number of Oak trees on the site: 0 Number of Oak trees to be removed: 0 a Tree Permit application must be obtained

Describe the types of wildlife found in the project area: None

F. Noise

Will the project increase noise levels within the project area of surrounding neighborhood?

☒ No ☐ Yes If YES, please describe in detail on a separate sheet

Will the project increase the amount of light, vibration, dust, ash, smoke, or odors during construction or after development? ☐ No ☒ Yes If YES, please describe in detail on a separate sheet. (Standard Construction)

G. List of Attached Environmental Reports

Contact person for environmental: _____ Phone: _____

Environmental firm: _____ E-mail: _____

Mailing Address: _____

H. Certifications

Government Code Section 65962.5 requires the Planning Division to make available to applicants the most current list of "Identified Hazardous Waste Sites" from the State Office of Planning and Research. The list is available on the web at http://www.dtsc.ca.gov/SiteCleanup/Cortese_List under Mandated Web Site Postings.

All applicants must complete and sign the following statement in order for the Planning Division to deem the application complete.

"I, JAMES MCGEE, certify that I have reviewed the list of "Identified Hazardous Waste Sites" from the Office of Planning and Research and have determined that the site that is the subject of this application is not on said list."

I hereby certify that to the best of my ability, the statements furnished above and the exhibits submitted with this application present the data and information required for this initial evaluation and that the facts, statements, and information presented are true and correct to the best of my knowledge. Furthermore, I understand that failure to provide the plans and information required may result in this application not being accepted as complete for planning and processing.

Name (printed): JAMES MCGEE Date: 8-18-2021

Signature: _____

Representative for: _____

Title: Owner



Standard Application - 4*

Project Contact List

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

The following information must be completed and submitted with new applications: (Print or type all information entered)

Project Location: 837 N. Sunflower Ave.		STAFF USE ONLY FILE NO.: MUNIS: RELATED FILES:
Applicant: Andreassen Engineering, Inc.		
Primary Contact Person: Gary Andreassen		
Address: 195 N. Euclid Ave., Suite 101, Upland, CA 91786		
Phone: 909-623-1595	Fax:	E-mail Address: garyand@aeicivil.com

Secondary Contact Person: (Please Specify Name, Company, Title)

Address:

Phone:	Fax:	E-mail Address:
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Legal Property Owner:
James McGee

Address: 837 N. Sunflower Ave., Covina, CA 91724

Phone: 951-532-4644	Fax:	E-mail Address: jmmcggee@gmail.com
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Architect: **Contact Person:**

Address:

Phone:	Fax:	E-mail Address:
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Engineer Andreassen Engineering, Inc **Contact Person:** Gary Andreassen

Address: 195 N. Euclid Ave., Suite 101, Upland, CA 91786

Phone: 909-623-1595	Fax:	E-mail Address: garyand@aeicivil.com
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Landscape Architect **Contact Person:**

Address:

Phone:	Fax:	E-mail Address:
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CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }

County of Los Angeles }

On 08/18/2022 before me, Javier Ramirez, Notary Public
(Here insert name and title of the officer)

personally appeared James Michael McGee
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) (s) are subscribed to the within instrument and acknowledged to me that he ~~she/they~~ executed the same in his ~~her/their~~ authorized capacity(ies), and that by his ~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Javier Ramirez
Notary Public Signature

(Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

- ☐ Individual (s)
☐ Corporate Officer

(Title)

- ☐ Partner(s)
☐ Attorney-in-Fact
☐ Trustee(s)
☐ Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he~~/she/they, is /are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

CERTIFIED PROPERTY OWNER'S LIST

AFFIDAVIT

State of California)
ss:
County of Los Angeles)

I, MICHAEL HIGGERSOON, hereby certify that the attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County within the area described and for a distance of three hundred (300) feet from the exterior boundaries of property legally described as:

APN # R402 017 064

Date: 8/16/22

Signed:

22

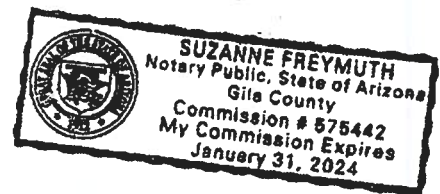
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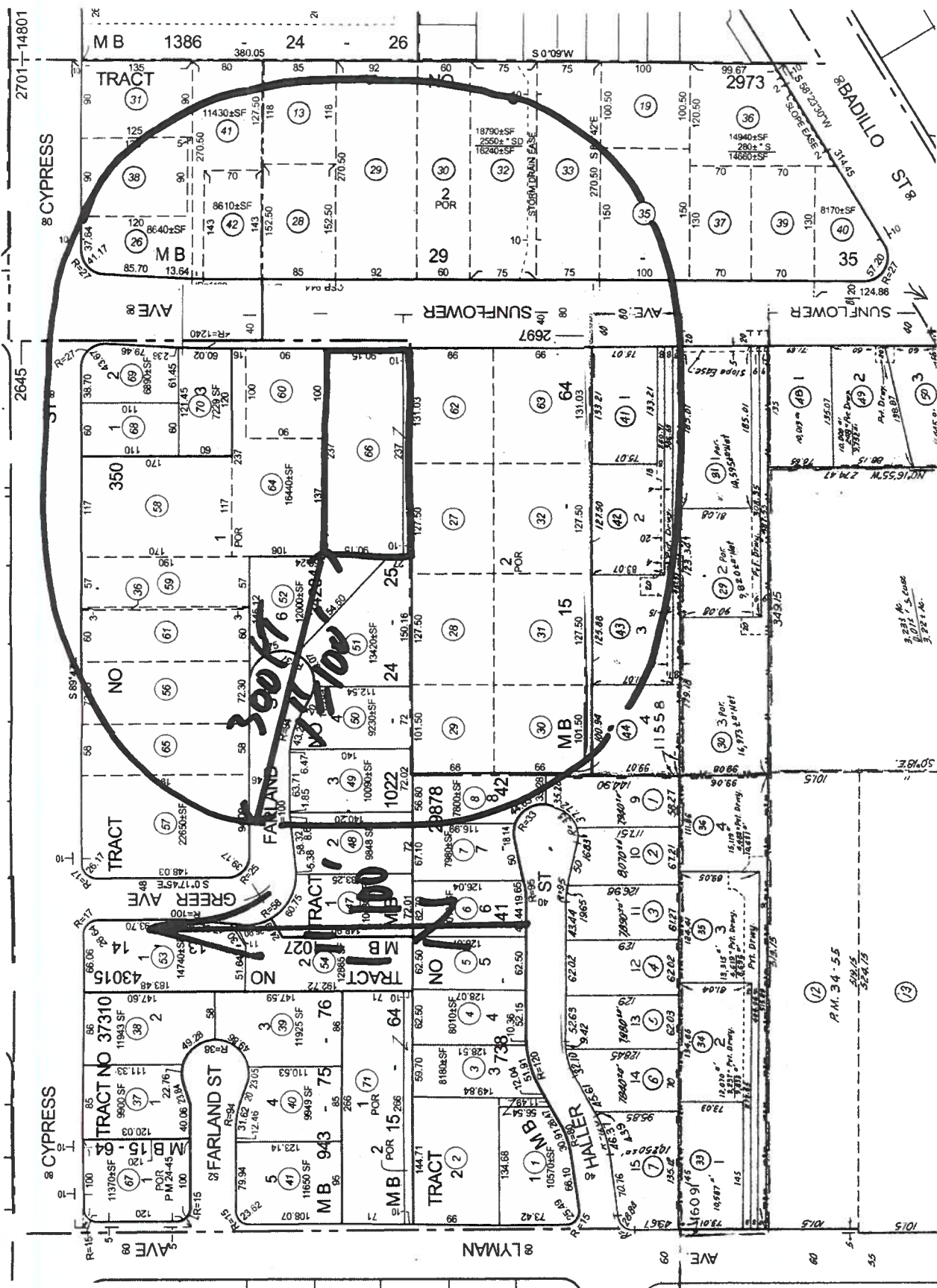
MICHAEL HIGGERSOON

Arizona)
State of California)
Suzanne)
County of ~~Los Angeles~~)

Subscribed and sworn to before me this
16 day of August, 20 22
by Michael Higgs,
proved to me on the basis of satisfactory evidence
to be the person who appeared before me.

Suzanne Freymuth





CITY OF COVINA
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Covina will conduct a PUBLIC HEARING in the City Hall Council Chambers, 125 East College Street, Covina, on **Tuesday, May 9, 2023 at 7:00 p.m.**, or as soon as possible thereafter, to consider the following:

1. **Application Tentative Parcel Map (TPM) No. 83936**, a proposal for a 2-lot subdivision, within the PCD/R-1-8500 (Single-Family) Residential Zone, for the site located at 837 N. Sunflower Avenue (8402-017-066) and determination of exemption from the California Environmental Quality Act.

(LEGAL DESCRIPTION OF THE PROPERTY ON FILE IN THE PLANNING DIVISION)

Pursuant to the California Environmental Quality Act (CEQA), the City has analyzed the proposed subdivision and determined that the activity in question will not have the potential of causing a significant effect on the environment. It has been determined that the proposed project would be exempt in accordance with Sections 15315 of the CEQA Guidelines.

All interested citizens are invited to attend the public hearing. Any person may submit written comments to the Community Development Department, Planning Division, prior to, or at the time of, the hearing.

In addition to attending the hearing and offering public comment during the hearing at the City Hall Council Chambers, members of the public may access the meeting and offer public comments via Zoom at the link provided on the May 9, 2023 meeting agenda. The public may view the meeting live on the City's website at www.covinaca.gov. Interested persons wishing or considering to comment on the matter described above may email your name and number to Daniella Andrade, dandrade@covinaca.gov, prior to the time the Chair closes the public comment period on the public hearing item. The Planning Manager will call you at the appropriate time. Additionally, written comments may also be submitted via email to dandrade@covinaca.gov or mailed to City of Covina -Planning Division, 125 E. College Street, Covina, CA 91723.

If you challenge the decision on the proposed actions in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence submitted to the Planning Secretary or the Planning Commission at, or prior to, the public hearing.

Further information may be obtained from the City of Covina Community Development Department, Planning Division, at (626) 384-5450.

Pursuant to the American with Disabilities Act, the City of Covina will make reasonable efforts to accommodate persons with disabilities. If you require special accommodations, please contact the Planning Division at (626) 384-5450, at least five (5) days in advance of this hearing.

BRIAN K. LEE, AICP
DIRECTOR OF COMMUNITY DEVELOPMENT

NOTE: ACCESS TO THE CITY HALL CHAMBER IS FROM THE NORTH SIDE OF THE TWO-STORY CITY HALL BUILDING VIA THE COURTYARD.

PUBLISHED: APRIL 27, 2023
THE SAN GABRIEL VALLEY EXAMINER

8402-017-066
 JAMES & JENNIFER MEGEE
 20545 E RANCHO SAN JOSE DR
 COVINA CA 91724

8402-016-028
 MEGEAN CHICHESTER
 4516 N SUNFLOWER AVE
 COVINA CA 91724

8402-016-031
 SYLVIA R DURAN
 21022 E CYPRESS ST
 COVINA CA 91724

8402-016-035
 MARTIN & MARIA MENDEZ
 758 E ELIZABETH ST
 PASADENA CA 91104

8402-016-042
 JUAN C MONTERROSO
 15648 N GALE AVE
 HACIENDA HEIGHTS CA 91745

8402-017-027
 JAMES & CATHERINE HOWARTH
 4503 N SUNFLOWER AVE
 COVINA CA 91724

8402-017-030
 BRIAN T & CHERI L SMITH
 4449 N SUNFLOWER AVE
 COVINA CA 91724

8402-017-036
 FRANCISCO DE ANDA
 131 N RIMHURST AVE
 COVINA CA 91724

8402-017-050
 LOC Q DUONG
 2034 E FARLAND ST
 COVINA CA 91724

8402-017-056
 ALFRED Y & MARTHA P MONTANO
 2026 E CYPRESS ST
 COVINA CA 91724

8402-016-013
 JACKIE & SUZANNE EMMERT
 4518 N SUNFLOWER AVE
 COVINA CA 91724

8402-016-029
 HANQIANG PAN
 14703 HUTCHCROFT ST
 LA PUENTE CA 91744

8402-016-032
 JESUS & LISA M DIAZ
 4448 N SUNFLOWER AVE
 COVINA CA 91724

8402-016-038
 WARREN P & CORA J HAGER
 PO BOX 5038
 COVINA CA 91723

8402-017-007
 LARRY J & GEORGIANN KOSTKA
 2003 E HALLER ST
 COVINA CA 91724

8402-017-028
 JUNE C SIMPSON
 4505 N SUNFLOWER AVE
 COVINA CA 91724

8402-017-031
 ANA VARTABEDIAN
 4447 N SUNFLOWER AVE
 COVINA CA 91724

8402-017-048
 GEORGE & REBECCA SERRANO
 2014 E FARLAND ST
 COVINA CA 91724

8402-017-051
 SOEDHARSONO & TERESITA J JUDO
 2042 E FARLAND ST
 COVINA CA 91724

8402-017-057
 PUIPUI K YEY
 2016 E CYPRESS ST
 COVINA CA 91724

8402-016-026
 ANGIE XU
 21004 E CYPRESS ST
 COVINA CA 91724

8402-016-030
 BERNARDO UY
 4504 N SUNFLOWER AVE
 COVINA CA 91724

8402-016-033
 MIGUEL & SILVIA RAMOS
 4440 N SUNFLOWER AVE
 COVINA CA 91724

8402-016-041
 CINDY DUENAS/JUAN D MORENO
 4530 N SUNFLOWER AVE
 COVINA CA 91724

8402-017-008
 WILLIAM T CAVANAUGH
 2205 JOHN ST
 RIVERSIDE CA 92503

8402-017-029
 JOHN H OESER
 236 S VALLEY CENTER AVE
 SAN DIMAS CA 91773

8402-017-032
 JOSEPH A & VICKY L DONOFRIO
 4445 N SUNFLOWER AVE
 COVINA CA 91724

8402-017-049
 GEORGE A SERRANO
 2022 E FARLAND ST
 COVINA CA 91724

8402-017-052
 RAYMOND & SUSAN ALGORRI
 2044 E FARLAND ST
 COVINA CA 91724

8402-017-058
 KEVIN BOCANEGRA/VICKY P TANG
 2060 E CYPRESS ST
 COVINA CA 91724

8402-017-059
NELSON J JOYAL
55544 LAUREL VLY
LA QUINTA CA 92253

8402-017-062
QUAN M KHA/NHI Y TA
4501 N SUNFLOWER AVE
COVINA CA 91724

8402-017-065
GEORGINA GARCIA/RAFAEL M MONTIEL
2022 E CYPRESS ST
COVINA CA 91724

8402-017-070
TERESA D ALEGRIA/KAREN VIDAURRE
865 N SUNFLOWER AVE
COVINA CA 91724

8402-018-030
UBALDO VILLALOBOS/MICHAEL RUFIN
4421 N SUNFLOWER AVE
COVINA CA 91724

8402-018-042
PAUL & JANET E AVILA
4435 N SUNFLOWER AVE
COVINA CA 91724

8402-017-060
JAMES E & CECILIA HAMILTON
847 N SUNFLOWER AVE
COVINA CA 91724

8402-017-063
ARTURO C & FABIANA M VIRREY
4443 N SUNFLOWER AVE
COVINA CA 91724

8402-017-068
VINA QUITORIANO
2072 E CYPRESS ST
COVINA CA 91724

8402-018-001
SAMANTHA MOJICA
2012 E HALLER ST
COVINA CA 91724

8402-018-031
JAMES G LACSON
4425 N SUNFLOWER AVE
COVINA CA 91724

8402-018-043
GUOAYA GUO/MEILING HE
4437 N SUNFLOWER AVE
COVINA CA 91724

8402-017-061
JUAN E GARCIA/MARGARITA MALLEN
2034 E CYPRESS ST
COVINA CA 91724

8402-017-064
BETTE J LEE
851 N SUNFLOWER AVE
COVINA CA 91724

8402-017-069
KIM K PHUNG
2084 E CYPRESS ST
COVINA CA 91724

8402-018-029
CATHERINE DELVA
4423 N SUNFLOWER AVE
COVINA CA 91724

8402-018-041
LUIS & CLAUDIA ALVA
4433 N SUNFLOWER AVE
COVINA CA 91724

8402-018-044
GARY & KATHY WARTH
4439 N SUNFLOWER AVE
COVINA CA 91724

EXHIBIT 3

Tentative Parcel Map No. 83936

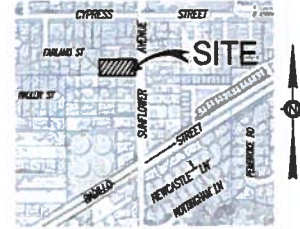
IN THE CITY OF COVINA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

BEING A SUBDIVISION OF A PORTION OF LOTS 1 AND 2 OF TRACT NO. 350, AS RECORDED IN BOOK 15, PAGE 64 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

DATE OF SURVEY: JULY 2022

BASIS OF BEARINGS

THE BEARING OF N. 00°16'40" W. BEING THE CENTERLINE OF SUNFLOWER AS SHOWN ON TRACT NO. 34234, RECORDED IN BOOK 1022, PAGES 24 AND 25 WAS USED AS THE BASIS OF BEARINGS FOR THIS MAP.



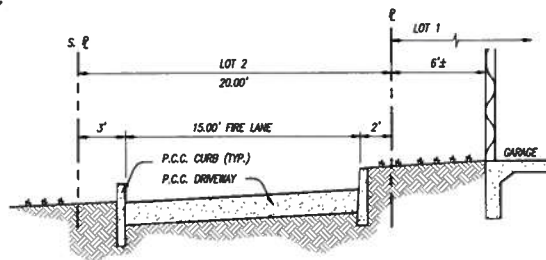
NEW EASEMENTS

- (A) VARIABLE WIDTH INGRESS EGRESS AND UTILITY EASEMENTS FOR THE USE AND BENEFIT OF LOT 2
- (B) 4-FOOT EASEMENT FOR UNDERGROUND DRAINAGE PURPOSES FOR THE USE AND BENEFIT OF LOT 2

A horizontal beam is shown with two circular supports, one at each end. A downward-pointing arrow is located at the center of the beam, representing a load.

INDICATES THE BOUNDARY OF LAND BEING
SUBDIVIDED BY THIS PARCEL MAP

- D/A
L/A
PP
S.F.
- DRIVEWAY APPROACH
LANDSCAPE AREA
POWER POLE
SQUARE FOOTAGE
EXISTING BUILDING ON PROPERTY
EXISTING CHAIN LINK FENCE
EXISTING WOOD FENCE
EXISTING TREE
EXISTING GROUND CONTOUR
EDGE OF EXISTING ASPHALT CONCRETE (A.C.)
PROPOSED INGRESS EGRESS EASEMENT
PROPOSED PORTLAND CEMENT CONCRETE (P.C.C.)
DEMO A PORTION OF EXISTING GARAGE



SCALE: 1"=5'



CYPRESS 6 ST.

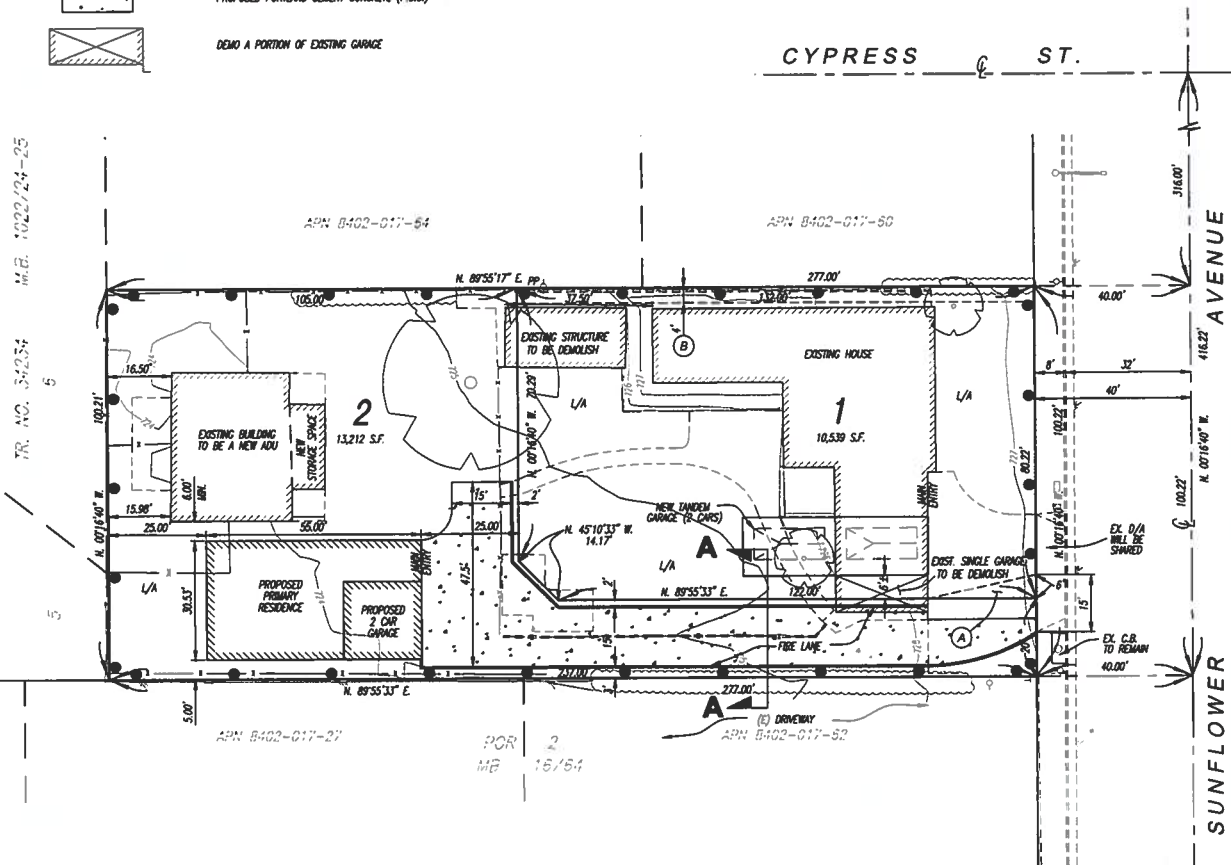


EXHIBIT 4

**Resolution No. 2023-005 PC w/attachments &
conditions of approval**

RESOLUTION 2023-005 PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF TENTATIVE PARCEL MAP (TPM) 83936, A SUBDIVISION OF A 0.54 ACRE PARCEL INTO TWO (2) LOTS TO ALLOW FOR FUTURE RESIDENTIAL DEVELOPMENT ON PARCEL 2, LOCATED AT 837 N. SUNFLOWER AVENUE – APN: 8402-017-066; AND MAKING A DETERMINATION OF EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, CEQA GUIDELINES SECTION 15315.

WHEREAS, Gary Andresean (Applicant) and James McGee (Property Owner) have filed a Tentative Parcel Map (Application) to subdivide a 0.54-acre parcel into two (2) lots for the future residential development on Parcel 2 and, associated improvements on a 23,939 square foot property located at 837 N. Sunflower Avenue, Covina (Property); and

WHEREAS, Pursuant to the California Environmental Quality Act (CEQA), the City has analyzed the project, proposed Tentative Parcel Map No. 83936, and concluded that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15315, which consist of projects characterized as new minor land divisions meeting the following conditions: the subdivision is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous two (2) years and, the parcel does not have an average slope greater than 20 percent. The project consists of a subdivision of one lot into two lots and the development of one single-family dwelling unit on a half-acre piece of land. There is no substantial evidence that the project will have a significant effect on the environment and no additional analysis is required. The Planning Commission has reviewed staff's determination of exemption, and based on its own independent judgement, concur in staff's determination that the project is exempt from CEQA.

WHEREAS, on May 9, 2023, the Planning Commission conducted a duly noticed public hearing and considered the proposed Tentative Parcel Map No. 83936. After receiving oral and written evidence, and public input, the Planning Commission concluded the hearing on that date; and

WHEREAS, all legal prerequisites prior to adoption of this Resolution have occurred.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. The proposed Tentative Parcel Map No. 83936 has been reviewed pursuant to the provisions of CEQA and the State CEQA Guidelines.

SECTION 3. Based on the evidence in the record, the Planning Commission finds that the proposed Tentative Parcel Map No. 83936 is consistent and in conformance with Chapter 16.08 (Subdivisions), Chapter 17.24 R-1-8500 (Single-Family) of the Covina Municipal Code and, General Plan.

SECTION 4. Planning Commission Recommendation. After giving full consideration to all evidence presented at the public hearing and, in consideration of the findings stated in the attached City Council Resolution, the Planning Commission does hereby recommend that the City Council of the City of Covina adopt the Resolution attached hereto in Exhibit 1 as follows:

CITY COUNCIL DRAFT RESOLUTION CC 2023-_____, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, APPROVING TENTATIVE PARCEL MAP (TPM) NO. 83936, A SUBDIVISION OF A 0.54 ACRE PARCEL LOT INTO TWO (2) LOTS TO ALLOW FOR FUTURE RESIDENTIAL DEVELOPMENT ON PARCEL 2, LOCATED AT 837 N. SUNFLOWER AVENUE – APN: 8402-017-066; AND MAKING A DETERMINATION OF EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, CEQA GUIDELINES SECTION 15315.

SECTION 5. The documents and materials that constitute the record of the proceedings on which these findings and this Resolution are based are located at the City Clerk's Office or the Community Development Department, Planning Division, located at 125 E. College Street, Covina, CA 91723 or at www.covinaca.org. The custodian of these records is the City Clerk.

SECTION 6. The Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the members of the Planning Commission of Covina this 9th day of May, 2023.

SUSAN ZERMENO, CHAIRPERSON
CITY OF COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the by the following vote of the Planning Commission:

AYES:
NOES:
ABSENT:
ABSTAIN:

COVINA PLANNING COMMISSION SECRETARY

EXHIBIT 1

RESOLUTION CC 2023-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, APPROVING TENTATIVE PARCEL MAP (TPM) NO. 83936, A SUBDIVISION OF A 0.54 ACRE PARCEL LOT INTO TWO (2) LOTS TO ALLOW FOR FUTURE RESIDENTIAL DEVELOPMENT ON PARCEL 2, LOCATED AT 837 N. SUNFLOWER AVENUE – APN: 8402-017-066; AND MAKING A DETERMINATION OF EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, CEQA GUIDELINES SECTION 15315.

WHEREAS, Gary Andresean (Applicant) and James McGee (Property Owner) have filed a Tentative Parcel Map (Application) to subdivide a 0.54-acre parcel into two (2) lots for the future residential development on Parcel 2 and, associated improvements on a 23,939 square foot property located at 837 N. Sunflower Avenue, Covina (Property); and

WHEREAS, Pursuant to the California Environmental Quality Act (CEQA), the City has analyzed the project, proposed Tentative Parcel Map No. 83936, and concluded that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15315, which consist of projects characterized as new minor land divisions meeting the following conditions: the subdivision is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous two (2) years and, the parcel does not have an average slope greater than 20 percent. The project consists of a subdivision of one lot into two lots and the development of one single-family dwelling unit on a half-acre piece of land. There is no substantial evidence that the project will have a significant effect on the environment and no additional analysis is required. The City Council has reviewed staff's determination of exemption, and based on its own independent judgement, concur in staff's determination that the project is exempt from CEQA.

WHEREAS, on May 9, 2023, the Planning Commission conducted a duly noticed public hearing and considered the proposed Tentative Parcel Map No. 83936. After receiving oral and written evidence, and public input, the Planning Commission concluded the hearing on that date; and

WHEREAS, on _____ 2023, the City Council held a duly noticed public hearing and considered the proposed Tentative Parcel Map No. 83936, and any comments received prior to or at the public hearing, at which time staff presented its report, and interested persons had an opportunity to and did testify either in support or in opposition to proposed Tentative Parcel Map No. 83936. Following consideration of the entire record of information received at the public hearing and due consideration of the proposed Tentative Parcel Map No. 83936, the City Council closed the public hearing on that same date; and

WHEREAS, all legal prerequisites prior to adoption of this Resolution have occurred.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. Based upon the entire record made available at the _____ 2023 City Council meeting, the staff report, the oral presentation, and related documents submitted to the City Council prior to and at the meeting, the City Council does hereby find and determines as follows:

Findings for Tentative Map Findings (CMC 16.08.140)

- 1. The design and improvements of the proposed subdivision are consistent with the General Plan and all applicable codes and regulations.**

Facts: The proposed subdivision complies with the lot size and the lot dimensions of the R-1-8500 (Single-Family) Residential Zone. The proposed development, the key elements of which would be building size/location, usable yard areas, parking areas, and landscaping, do and shall meet or conform to the intent of the development standards of Chapter 17.24 of the Covina Municipal Code and General Plan.

- 2. The subdivision is physically suitable for the type and proposed density of development proposed by the tentative map.**

Facts: The overall size of the site is 23,939 square feet. The proposed density is within the allowed “LDR – Low Density Residential” General Plan Land Use Designation. The subdivision is physically suitable for the development of one single-family home per lot.

- 3. The design of the subdivision and proposed improvements, with conditions of approval will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.**

Facts: The site currently contains an existing single-family dwelling unit. The site is not designated a fish or wildlife habitat nor is it located nearby to any such territory. The design of the subdivision and proposed improvements will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

- 4. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.**

Facts: The design of the proposed project is generally attractive, functional, and well-integrated to the surrounding properties. It will be harmonious, consistent, and complete within itself. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

5. **The design of the subdivision provides for future passive or natural heating and cooling opportunities in the subdivision to the extent feasible.**

Facts: The design of the subdivision and its proposed residential development will provide the possibility and opportunity to have passive or natural heating and cooling for the buildings. Furthermore, the residential development will have to comply with Title 24 of the Uniform Building Code.

6. **Focusing on the design of the subdivision and the type of improvements to be required, the project will not conflict with easements acquired by the public at large for access through or the use of the subdivision or with the design of alternate easements that are substantially equivalent to those previously acquired by the public.**

Facts: The design of the subdivision will not conflict with existing City rights-of-way or other public access easements.

7. **The proposed project with its subdivision design is consistent with the city's parkland dedication requirements (Quimby Act – Chapter 16.28 CMC).**

Facts: The proposed subdivision of 5 or fewer parcels is exempt from the city's parkland dedication requirements. Development Impact Fees and annexation into the city's Communities Facilities District are applicable, which address fiscal impacts to city services and parks.

8. **The applicant has demonstrated that a sufficient water supply will be available to serve the subdivision, in accordance with California Government Code Section 66473.7.**

Facts: The proposed subdivision is served by Golden State Water, which has sufficient capacity to provide water to serve the two lots. However, the landscape design for the two lots is required to comply with CMC Chapter 17.82 regarding Water Efficient Landscape Regulations and the State July 2015 Model Water Efficient Landscape Ordinance (MWELO).

SECTION 3. Based on the entire record, and considering all oral and written information regarding the revision to the Project presented before and at the City Council meeting on _____ 2023, the City Council does hereby find and determine as follows:

- a. The above recitals are true and correct, and the City Council hereby incorporates them into this Resolution by this reference.
- b. Pursuant to the California Environmental Quality Act (CEQA), the City has analyzed the project, proposed Tentative Parcel Map No. 83936, and concluded that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15315, which consist of projects characterized as new minor land divisions meeting the following conditions: the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed

parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous 2 years and, the parcel does not have an average slope greater than 20 percent. The project consists of a subdivision of one lot into two lots and the development of one single-family dwelling unit on a half-acre piece of land. There is no substantial evidence that the project will have a significant effect on the environment and no additional analysis is required. The City Council has reviewed staff's determination of exemption, and based on its own independent judgement, concur in staff's determination that the project is exempt from CEQA.

SECTION 4. The documents and materials that constitute the record of proceedings on which these findings and this Resolution are based are located at the City Clerk's Office located at 125 E. College Street, Covina, CA 91723. The custodian of these records is the City Clerk.

SECTION 5. In consideration of the findings stated above, the City Council of the City of Covina does hereby approve Tentative Parcel Map No. 83936 for the two (2) lot subdivision with the following conditions of approval attached and reference herein as Exhibit "A" in this Resolution.

SECTION 6. Effective Date. This Resolution shall be effective upon adoption.

SECTION 5. Certification. The City Clerk shall certify to the passage and adoption of this Resolution and shall enter the same in the Book of Original Resolutions.

SIGNED AND APPROVED this _____ day of _____, 2023.

, Mayor

ATTEST:

FABIAN VELEZ, Deputy City Clerk

APPROVED AS TO FORM:

CANDICE K. LEE, City Attorney

CERTIFICATION

I, Fabian Velez, Deputy City Clerk of the City of Covina, do hereby certify that Resolution CC 2023-_____ was duly adopted by the City Council of the City of Covina at a regular meeting held on the _____ of _____, 2023, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Dated:

FABIAN VELEZ,
Chief Deputy City Clerk

EXHIBIT "A"

**CONDITIONS OF APPROVAL
TENTATIVE PARCEL MAP (TPM) NO. 83936
837 E. SUNFLOWER AVENUE**

ALL OF THE FOLLOWING CONDITIONS APPLY TO THE PROJECT

TIME LIMITS:

Tentative Parcel Map (TPM) 83936: Approval of this application will expire two years from the date of City Council approval if building permits are not issued unless otherwise extended pursuant to applicable laws. The applicant may apply to extend the expiration date pursuant to CMC Chapter 16.08.160B upon written request to the Director of Community Development a minimum of thirty (30) days prior to expiration. The request must be approved by the Planning Commission prior to expiration of the approved TPM No. 83936.

GENERAL REQUIREMENTS:

1. This approval is for the subdivision of the existing 23,939 square foot property into two (2) lots.
2. This approval will not be effective for any purposes until the Applicant has filed with the Planning Division an affidavit stating that it is aware of and agrees to accept all of the conditions of this approval as set forth herein and within 10 days from the date of this approval.
3. Applicant shall, at its own expense and with counsel selected by City, fully defend, indemnify and hold harmless City, its officials, officers, employees, and agents ("Indemnified Parties"), from and against any and all claims, suits, causes of action, fines, penalties, proceedings, damages, injuries or losses of any name, kind or description, specifically including attorneys' fees, ("Liabilities"), arising in any way out of City's approval of the Applications or the Project. Applicant's indemnification obligation shall include, but not be limited to, actions to attack, set aside, void, or annul the City's approval of the Applications, and Liabilities premised on, related to or invoking CEQA, including those arising out of City's decisions related to the Project's CEQA documents. City shall promptly notify Applicant of any such claim, action or proceeding, and shall cooperate fully in the defense of such claim, action, or proceeding. Applicant's indemnification obligations shall not be limited to the amount of insurance coverage that may be available to Applicant, and shall not otherwise be restricted or confined by the presence or absence of any policy of insurance held by City or Applicant.
4. Applicant's obligations, as set forth above, shall survive the completion or abandonment of the Project or the issuance of a certificate of occupancy with respect thereto.

However, Applicant's obligations after the issuance of a certificate of compliance for the Project shall be limited to indemnifying and defending the Indemnified Parties from legal challenges filed to set aside any part of the Project or its related components. The provisions of this condition are intended by the Parties to be interpreted and construed to provide the fullest protection possible under the law to the City. Further, all obligations and Liabilities under this Condition are to be paid by the Applicant as they are incurred. Applicant's obligations to indemnify under this Condition shall include the obligation of the Applicant to defend City with legal counsel of City's own choosing.

5. The Project Site and all improvements thereon, including landscaping, must be maintained in a sound, healthy, and attractive condition reasonably free of weeds, visible deterioration, graffiti, debris and/or other conditions that violate the Covina Municipal Code.
6. The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition or mitigation measure imposed hereunder or any provision of the Covina Municipal Code must be paid by the applicant.
7. The Project is required to annex into Community Facilities District 2007-01 (the "CFD") for the purpose of financing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The applicant shall petition the City to annex to the City's existing CFD under the California Mello-Roos Community Facilities Act (Government Code, Section 53311 et seq.) (the Act"). The applicant agrees to cooperate and not to oppose annexation to the CFD for purposes set forth above. This annexation shall be completed prior to issuance of building permits for the production units
8. A subdivision of 4 or less lots/units is exempted from Quimby park in-lieu fee. Please be advise that construction of a single-family house on the new lot will be subjected to Development Impact Fees as will any ADUs beginning in January 2023. The DIF is based on the square footage of the future new house.
9. The Project shall be annexed into the existing Landscape District and Lighting District, which shall be completed prior to issuance of building permits.
10. Development Impact Fees for the Project shall be paid, prior to the release of the first dwelling unit for the Project. The Applicant shall contact Director or his designee for calculation of the Commercial Development Impact Fees, prior to issuance of any permits for the Project.

SITE DEVELOPMENT

1. The Project Site shall be developed and maintained in accordance the approved plans on file with the Community Development Department, all representations of record made by

the Applicant(s), the conditions contained herein, the Covina Municipal Code, the Town Center Specific Plan and the Covina Design Guidelines.

2. Final plans incorporating all conditions of approval and any plan-related changes required in the approval process shall be submitted for the Director or his designee for review and approval, prior to submittal for Plan Check process.
3. Copies of the signed City Council Approval Resolution and Director's approval letter shall be included on the plans (full size) for submittal of plan check. The full-size sheet(s) are for information only to all parties involved in the construction/grading activities and are not required to be wet sealed/stamped by a licensed Engineer/Architect.
4. All site, precise grading landscape, and irrigation, and street improvement-plans shall be coordinated for consistency, prior to issuance of any building permits for production units. permits
5. All ground mounted utility appurtenances such as transformers, AC condensers, etc. shall be adequately screened using a combination of concrete or masonry walls, and or landscaping to the reasonable satisfaction of the Director or his/her designee.
6. The Applicant shall contact the U.S. Postal Service to determine the appropriate type and location of mailboxes. The final placement of the mailboxes shall be subject to Director or his/her designee for review and approval, prior to issuance of certificates of occupancy.
7. During construction and following Project completion, all grading and all exterior drainage on the Project Site shall conform to all applicable requirements of the Public Works Department.
8. All site improvements along with landscaping and irrigation must be installed in accordance with approved plans and information on file with the Planning, Building, and Engineering Divisions, and the irrigation systems must be fully operational upon issuance of certificates of occupancy for production units. Furthermore, during construction, all on-site landscaped areas must be maintained reasonably free of weeds and debris.
9. The Project Site must be clean and reasonably free of trash and construction debris, and all construction equipment must be removed from the Project Site prior to issuance of the last certificate of occupancy for the production units.

CONSTRUCTION MITIGATION/MANAGEMENT PLAN

1. All construction must comply with the below-noted construction mitigation plan and the City Noise Ordinance.
2. The Applicant shall prepare a construction mitigation plan to mitigate noise as well as other construction-related impacts. This construction mitigation plan is in addition to the public noticing program for residential construction projects required by the City's Building and

Safety Division. The construction-related activities shall conform to the following requirements that address potential noise and other construction-related impacts:

3. The construction mitigation plan shall address the following areas: 1) site supervision, 2) construction access and schedule, 3) delivery/haul route and traffic control, 4) material storage and staging, 5) construction parking, 6) work hours, 7) noise reduction, 8) erosion control, 9) dust and mud control, 10) debris cleanup, 11) street sweeping, 12) pedestrian and neighborhood safety, 13) Project contact-related signage, and 14) subcontractor education and security measures.
4. Construction-related activities, including grading activities, shall be prohibited between 6:00 pm and 7:00 am on Monday through Friday and between 5:00 pm and 8:00 am on Saturday and all day on Sundays and Holidays (except by special permit).
5. All construction equipment shall be in proper operating condition and shall be fitted with standard factory noise attenuation features. All equipment shall further be properly maintained to help assure that no additional significant noise, due to worn or improperly maintained parts, would be generated.
6. The Applicant and/or his/her representative(s) shall frequently monitor for and, if detected, remove any and all graffiti on and/or repair damaged or vandalized construction-related fencing and/or related elements as quickly as feasible.
7. Loud noise generating activities such as crushing concrete pavement will be restricted to 7:00 am – 6:00 pm on Monday through Friday. Signs (multiple) shall be posted on site stating the days and hours of construction allowed, prohibiting “drinking, loitering and music” at all times, and including phone listings for community concerns.
8. View-obscuring construction fencing shall be provided around the entire Project Site. Construction entries shall have gates with view-obscuring material.
9. Comply with SWPPP. Provide contact information for Qualified Storm Water Practitioner (QSP) and Qualified Storm Water Developer (QSD).
10. At least thirty days prior to the commencement of any Project-related grading, the Applicant and/or his/her representative(s) shall notify the occupants of all residential and institutional properties that lie within 500 feet of the Project Site of the general parameters of the impending grading and construction activities.
11. The approved construction mitigation/management plan shall be distributed to all contractors and subcontractors, and shall be maintained on-site through the duration of construction.

PUBLIC WORKS - ENGINEERING DIVISION

1. All public and private improvements (exterior streets, interior streets, drainage facilities, medians, landscaped areas, etc.) shown on the plans and/or Tentative Map shall be constructed to City Standards. Exterior and interior street and parking improvements shall include, but are not limited to, curb and gutter, AC pavement, striping, signing, drive approaches, sidewalks, street lights, and street trees.
2. Prior to issuance of any permits, the applicant shall submit a Precise Grading Plan for the project showing building footprints, pad elevations, finished grades, drainage routes, retaining walls, erosion control measures, and other pertinent information in accordance with Appendix J of the California Building Code, latest edition for review and approval of the City Engineer.
3. The applicant shall submit a Soils and Geologic Report to the satisfaction of the City Engineer.
4. Prior to the issuance of a Grading Permit, the applicant shall submit a temporary erosion control plan to the satisfaction of the City Engineer. The erosion control shall be installed and operable at all times.
5. Improvement Plans and Construction:
 - a. Street Improvements Plans within the limits of the development shall be prepared by a registered Civil Engineer and shall be submitted to and approved by the City Engineer including Street trees, raised concrete median island, driveways, and street lights.
 - b. The applicant shall obtain a public works permit for all work in or adjacent to the public right-of-way (ROW). All work within the public ROW shall be in accordance with applicable standards of the City of Covina, i.e. Standard Specifications for Public Works Construction (Green Book), and the Work Area Traffic Control Handbook (WATCH), and further that construction equipment ingress and egress be controlled by a plan approved by the City Engineer.
 - c. Pavement striping, marking, traffic signing, street name signing, shall be installed to the satisfaction of the City Engineer.
 - d. Access ramps for the disabled shall be installed on all corners of intersections per City Standards or as directed by the City Engineer or his/her designee in accordance with applicable federal, state and local laws and regulation and City's Subdivision Ordinance (CMC Chapter 16).
 - e. Existing City roads requiring construction shall remain open to traffic at all times with adequate detours during construction. Street or lane closure permits are required.
 - f. Due to construction, the Applicant shall be responsible for any repairs within the limits of the Project Site development, including streets and paving, curbs and gutters, sidewalks, and street lights, as determined by the City Engineer.
5. A Final Map prepared by or under the direction of a Registered Civil Engineer or Licensed Land Surveyor must be processed through the City Engineer prior to being filed with the Los Angeles County Recorder.

6. A preliminary title report and subdivision guarantee is required and such document shall show all fee interest holders; all interest holders whose interest could ripen into a fee; all trust deeds, together with the name of the trustee; and all easement holders. The account for this title report should remain open until the Final Map is filed with the Los Angeles County Recorder.
7. In accordance with applicable provisions under the Subdivision Map Act and under City Subdivision Ordinance (CMC Chapter 16), the Applicant shall submit a preliminary subdivision guarantee relating to specified improvements if grants, dedications, or offers of dedication are to be made by certificate on the Final Map. A final subdivision guarantee will be required at the time of filing of the Final Map with the Los Angeles County Recorder.
8. The Applicant shall execute a Subdivision Improvement Agreement and submit security in an amount acceptable to the City Engineer and the City Attorney in accordance with applicable bonding provisions under the Subdivision Map Act and under City's Subdivision Ordinance (CMC Chapter 16) to guarantee construction of the identified public and private improvements. All security must be accessible to the City at any time and in a form acceptable to the City Engineer.
9. The Applicant shall provide a Monumentation Bond in an amount sufficient to guarantee the setting of monumentation specified in writing by a Registered Engineer or Licensed Land Surveyor of Record.
10. The Applicant's engineer or surveyor shall set durable monuments to the satisfaction of the City Engineer in conformance with Section 66495 of the Subdivision Map Act.
11. All easements that are intended to exist on the Project Site at the time of the Final Map recordation must be accounted for on the approved TPM. This includes the location, owner, purpose, and recording reference for all existing easements. If an easement is blanket in nature or indeterminate in nature, a statement to that effect must be shown on the TTM in lieu of its location.
12. The Applicant shall provide drainage improvements to carry runoff of storm water in the area proposed to be developed, and for contributing drainage from adjoining properties to the reasonable satisfaction of the City Engineer and in accordance with all applicable federal, state and local laws and regulations and City's Subdivision Ordinance (CMC Chapter 16). The proposed drainage improvements shall be based on a detailed hydrology study conforming to the current Los Angeles County Methodology. The proposed on-site storm drain improvements shall be privately maintained by each property owner.
13. Prior to issuance of any building permits, all Project utilities shall be placed underground in accordance with Covina Municipal Code Section 16.30.020, including facilities and wires for the supply and distribution of electrical energy, telephone, cable television, etc., to the satisfaction of the Community Development Director and City Engineer.

14. The Applicant shall install sewer improvements for the proposed Project in accordance with City Standards and to the satisfaction of the City Engineer.
15. Prior to issuance of any building permits, the Applicant shall verify that any required sewer connection fees have been paid to the City of Covina and the County of Los Angeles Department of Public Works, Sewer Maintenance District.
16. Prior to issuance of any building permits, the Applicant shall verify that the proposed Project has been annexed into the Los Angeles County Sanitation District.
17. The Applicant shall install water improvements for the proposed Project in accordance with City Standards and to the satisfaction of the City Engineer.
18. The Applicant shall obtain a Building Permit from the Building and Safety Department prior to removing and relocating the existing structure on the property.

PUBLIC WORKS – ENVIRONMENTAL SERVICES DIVISION

1. LID – Project qualifies as a Low Impact Development, and must incorporate storm water BMPs.
2. C&D – 75% of construction and demolition debris must be recycled. Forms and a security deposit will be required.

PUBLIC WORKS – WATER DIVISION

1. This address is not in our service area. Developer will need to reach out to Golden State Water.

BUILDING AND SAFETY DIVISION

1. Submit 4 sets of complete plans including any proposed utilities and earthwork/grading. The Project must comply with the 2022 California Building Code and Standards. (see handouts for min submittal requirements for construction plan check)
2. Two sets each of any structural and energy calculations shall be submitted with the above-mentioned plans. All calculations must bear an original signature from the documented author.
3. Demolition activities require an asbestos containing materials (ACM) survey. (SCAQMD RULE 1403). The ACM report shall be prepared by an accredited testing laboratory in accordance with applicable SCAQMD rules and regulations. Proof of notification to the South Coast Air Quality Management District (SCAQMD), Office of Operations, shall be submitted to the Building Division with the relevant permit application for all demolition

activities. Contact the SCAQMD at the address or number below for more information. Once any demolition activity has adhered to the applicable notification requirements to the SCAQMD, a formal demolition plan and permit must be obtained from the Building and Safety Division.

4. SCAQMD Headquarters; 21865 Copley Drive, Diamond Bar, CA, (909) 396-2381
5. Provide an additional digital copy (pdf preferred) of the building floor plan, elevations, and site plan to be submitted to the LA County Assessor. This copy should be in sufficient detail to allow the assessor to determine the square footage of the buildings and, in the case of residential buildings, the intended use of each room. For additional information, please contact the LA County Assessor's, Public Service Desk at 888-807-2111.
6. The Applicant shall pay the applicable SB 50 development impact fees to the School District prior to issuance of the first building permit.
7. Construction activity within 500' of a residential zone is prohibited between the hours of 6:00 pm and 7:00 am on Monday through Friday and between 5 pm and 8 am on Saturday and all day on Sunday and Holidays unless otherwise permitted.

LOS ANGELES COUNTY FIRE DEPARTMENT – FIRE PREVENTION DIVISION

1. Access as noted on the Tentative and the Exhibit Maps shall comply with Title 21 (County of Los Angeles Subdivision Code) and Section 503 of the Title 32 (County of Los Angeles Fire Code), which requires an all-weather access surface to be clear to sky.
2. The Final Map shall be submitted for review and approval prior recordation.

- END OF CONDITIONS -



Planning Commission Regular Meeting **STAFF REPORT**

ITEM NO. NB - 1

Meeting: Planning Commission Regular Meeting of May 9, 2023
Title: Proposed Capital Improvement Program General Plan Consistency Determination Fiscal Years 2023-24 – 2028/29
Title Description: Planning Commission Resolution No. 2023-006 PC is a resolution finding that the Proposed FY 2024-28 City of Covina Five Year Capital Improvement Program (CIP) is Consistent with the Goals and Policies of the Covina General Plan

Presented by: Brian K. Lee, AICP, Director of Community Development

BACKGROUND

The proposed City of Covina Capital Improvement Program (CIP) is a five-year program adjusted annually that identifies anticipated public improvements and projects, including the estimated expenditures required to construct improvements. The proposed CIP is for the 2023-2028 time period and will be presented to the City Council as a component of the proposed FY 2023-2024 City of Covina Operating Budget.

DISCUSSION/ANALYSIS

The CIP is essentially a City “wish list” of public projects and improvements that are forecasted over a five-year time period. The CIP is a forecasting tool to assist the City in prioritizing future public infrastructure projects. The projects included in the CIP range from street improvements, sewer and water infrastructure, upgrades to City facilities and the Covina Recreation Village and similar projects.

Those CIP projects proposed for the upcoming Fiscal Year have identified funding sources. However, future CIP projects do not have identified funding sources. As each future project comes “online” that fiscal year’s budget, the necessary funding sources would be identified. If there is not sufficient funding, then the particular project will have to be delayed or removed from the CIP. In addition to identifying the funding source(s) for each CIP project, each project will also require a CEQA assessment as a feature of the individual project at the time of its consideration. Because each individual project requires a CEQA assessment, the overall CIP does not require a CEQA assessment.

The other valuable feature of the CIP is it is a tool for future grant applications for the projects identified in the CIP. Many times, grant applications ask if the project that is the subject of the grant application has been identified as part of the municipality’s CIP. Because grants are so competitive, any positive aspect of the grant application could assist in a favorable outcome. Once the CIP is adopted, that does not mean that it cannot be amended. Projects can be added or deleted in the CIP during the tenure of the CIP’s five-year time period.

Pursuant to the provisions of the California Government Code Section 65401; prior to consideration by the City Council, it is required that the Planning Commission to make a determination that the CIP is in conformance with the General Plan.

ENVIRONMENTAL DETERMINATION

General Plan Conformity Finding is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 in that the General Plan conformance findings as required by State law is not a project as defined under CEQA.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt Resolution No. 2023-006PC finding that the proposed Fiscal Year 2023/2024-2028/2029 City of Covina Five-Year Capital Improvement Program is consistent with the goals and policies of the Covina General Plan and make a determination of exemption from CEQA.

Prepared by:



Brian K. Lee
Director of Community Development

Attachment

1. Resolution No. 2023-006 PC & Exhibit A Capital Improvement Program

RESOLUTION NO. 2023-006PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA FINDING THAT THE PROPOSED FISCAL YEARS 2023/2024-2028/2029 CITY OF COVINA FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM IS CONSISTENT WITH THE GOALS AND POLICIES OF THE COVINA GENERAL PLAN

WHEREAS, the City of Covina Capital Improvement Program (CIP) is a five-year program adjusted annually that outlines public improvements and estimated expenditures to construct improvements; and

WHEREAS, the proposed CIP for City Council review and consideration is for Fiscal Years 2023/2024-2028/2029 (Exhibit A); and

WHEREAS, California Government Code Sections 65103(c) and 65401 require the City's Planning Commission to make a determination that the City's annual CIP is in conformance with the City's General Plan; and

WHEREAS, the Planning Commission held a duly noticed public meeting on May 9, 2023, on the proposed CIP for consistency with the Covina General Plan, at which time all persons interested in the proposed CIP had the opportunity and did address the Planning Commission on this matter.

NOW THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission has duly considered the full record before it, which may include but is not limited to such things as the City staff report, testimony by staff and the public, and other materials and evidence submitted or provided to the Commission. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

SECTION 2. The Community Development Department completed an environmental assessment for the project in accordance with the California Environmental Quality Act (CEQA). The CIP was reviewed for conformance with the CEQA and the California Public Resource Code, Division 13. Since the CIP is a public improvement and transportation planning document which identifies areas for possible improvements based on the availability of funding, the approval of the CIP is exempt from the CEQA and the CEQA Guidelines pursuant to CEQA Guidelines Section 15378(b)(4) because the proposed CIP is not a "project" as defined by CEQA but involves the

creation of government funding mechanisms or other government fiscal activities that do not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. Should a specific improvement identified in the CIP be undertaken, a full environmental analysis of that improvement will be performed in accordance with the requirements of CEQA. The Planning Commission recommends that the City Council of the City of Covina determine based on its own independent judgment, that the proposed CIP for Fiscal Year 2023/2024-2028/2029 is exempt from CEQA.

SECTION 3. The Planning Commission, after considering all the written and oral evidence offered including the staff report and all attachments, further finds and determines that the proposed CIP is consistent with the following goals and policies of the Covina General Plan pursuant to Government Code Section 65103 and 65401:

I. Land Use Element

A. General Land Use Policy C.1.a.2(b)(c)(e)(f)(g). Ensure that major land use change proposals, particularly those regarding vacant schools, utility sites, and other institutional surplus properties, carefully consider many factors, including, but not limited to:

- Street capacity, public facilities, and other infrastructure impacts.
- Effects on the local circulation, public transportation, and regional circulation/transportation networks.
- The provision of services and utilities.
- All relevant environmental and physical constraints and resources.
- Covina's image and character.

B. General Land Use Policy C.1.a.4. Accommodate growth that adequately serves existing and future residents, workers, shoppers, and others while protecting their health, safety, and welfare.

C. General Land Use Policy C.1.a.5. Accommodate growth that is consistent with current general land use patterns, that maintains existing relative land use quantities, and that respects physical and environmental resources and constraints.

D. General Land Use Policy C.1.a.9. Provide for the continuation of existing and development of new or expanded public streets and facilities, storm drains and other infrastructure, parking amenities, and utilities to support the City's land uses and meet all needs.

E. General Land Use Policy C.1.a.15. Monitor land use, traffic, and circulation pressures associated with the Metrolink Commuter Train Station near the downtown and best capitalize on potentially beneficial impacts by adopting strategies such as an “urban village” or livable cities concept, incorporating mixed uses, sufficient businesses, and attractive and functional public and private improvements.

F. General Land Use Policy C.1.a.17. Maintain consistency between the Land Use Element and implementation mechanisms including, but not limited to, the Zoning and Subdivision Ordinances, the Design Guidelines, and the Capital Improvement Program.

G. General Land Use Policy C.1.a.22. Capture all potential benefits resulting from the Metrolink Commuter Train Station, downtown revitalization, Azusa Avenue beautification, and other major programs/efforts.

H. General Land Use Policy C.1.a.27. Address its park/open space deficiency and attempt to mitigate the problem to the greatest extent possible.

I. General Land Use Policy C.2.a.6. Ensure that the overall amount, locations, and timing of development reflect community desires and needs as well as physical and environmental constraints and will not inhibit the City’s ability to meet street capacities and to provide other infrastructure, utilities, and adequate community services.

J. General Land Use Policy C.3.a.9. Encourage that medium to high-density complexes be developed in appropriately designated areas and replace old, deteriorating residential structures.

K. General Land Use Policy C.4.a.3. Consider developing additional parks of all types and sizes at various areas, with an emphasis placed on locating new facilities in the eastern and western portions of the City and in neighborhoods in and around medium-to high-density developments.

L. General Land Use Policy D.1.a.4. Maintain an adequate amount of and distribution of public and quasi-public facilities.

M. General Land Use Policy D.1.a.5 (b)(c)(e)(g). Ensure that major land use change proposals, particularly those regarding vacant schools, utility sites, and other institutional surplus properties, carefully consider many factors, including, but not limited to:

- Street capacity, public facilities, and other infrastructure impacts.

- Effects on the local circulation, public transportation, and regional circulation/transportation networks.
- The provision of services and utilities.
- All relevant environmental and physical constraints and resources.
- Covina's image and character.

N. General Land Use Policy D.1.a.7. Provide for the continuation of existing and development of new or expanded public streets and facilities, storm drains and other infrastructure, parking amenities, and utilities to support the City's land uses and meet all needs.

O. General Land Use Policy D.3.a.9. Pay particular attention to the special needs and character of the downtown and continue appropriate economic revitalization and physical enhancement activities.

P. General Land Use Policy E.1.n. Maintain the downtown area's pedestrian friendly atmosphere as a means of enhancing its social and economic vitality.

Q. General Land Use Policy E.1.q. Attempt to maintain the attractiveness and condition of all streets and public landscaping, particularly major ones and those at key City entry points, public improvements, and public facilities, so that Covina evokes a positive perception by residents, workers, shoppers, passer-by, and others.

R. General Land Use Policy E.1.w. Preserve existing parklands and open space resources and consider developing additional parks of all types and sizes at various areas.

S. General Land Use Policy F.1.i. Ensure that the circulation network and major street widths adequately serve all current and planned residential, commercial, industrial, and institutional uses – or that all future developments not overburden streets and other infrastructure or local services.

T. General Land Use Policy G.1.c. Achieve an adequately designed and functional street system and other infrastructure, including utility and storm drainage systems plus an adequate distribution of public and quasi-public facilities, in accommodating future growth to best maintain the community's visual, economic, and spiritual vitality.

II. Circulation Element

A. General Circulation Policy C.3. Maintain and, where administratively and financially possible, improve the physical condition, structural integrity, design capacity,

utilization, appearance, and/or cleanliness of Covina's public right-of-way and facilities, including, but not limited to, streets, alleys, sidewalks, medians, landscaping, parking areas, and miscellaneous infrastructure.

B. General Circulation Policy C.4. Where necessary and feasible, conduct traffic circulation improvements and congestion mitigation measures, including, but not limited to, traffic signal installation, synchronization, or upgrade, lane restriping or modification, and/or speed limit, stop sign, or street light installation.

C. General Circulation Policy C.6. Handle needed street and related infrastructure and transportation improvements on a realistic, viable, prioritized, systematic, consistent, and cost effective basis and, if possible, from the standpoint of benefiting the greatest number of Covina residents and businesses.

D. General Circulation Policy C.7. Accommodate, where financially, administratively, and technically feasible, needed street and related infrastructure and transportation improvements, among other reasons, to minimize traffic conflicts and hazards as well as liability, to improve vehicular and pedestrian safety, to bolster ongoing code enforcement efforts, and to enhance community appearance, image, and character, social, economic, and recreational vitality, and overall quality of life.

E. General Circulation Policy C.11. Reconcile the need to resolve remaining, major road and infrastructure deficiencies with the need to maintain the maturing community's aging street and circulation networks.

F. General Circulation Policy C.16. Monitor and, where administratively and financially possible, consider expanding the City's bikeways and related facilities in appropriate areas, such as near or linking schools, parks, and major commercial activities and employment centers, for functional as well as recreational uses, in a manner that best meets local conditions and needs.

G. General Circulation Policy C.23. Continue encouraging, where administratively and financially feasible, public transportation-and pedestrian-accommodating enhancements to the infrastructure, including, but not limited to, bus pads and sidewalk and wheelchair ramps.

H. General Circulation Policy D.6. Monitor and attempt to best maintain the functional and design adequacy and parking capacity of the Covina Metrolink Commuter Rail

Station and, where desired and feasible, improve and/or expand the Station and/or related parking to meet local and regional needs.

I. General Circulation Policy D.7. Accommodate the linking of the Covina Metrolink Commuter Rail Station and other public transit depots to feeder transportation, to the greatest extent feasible.

J. General Circulation Policy E.1. Maintain and, where necessary and feasible, consider enhancements to downtown traffic, circulation, parking and overall infrastructure, including, but not limited to, better synchronizing traffic signals, constructing more off-street parking in deficient areas, improving parking lot security/lighting, and better, more clearly linking off-street parking to district businesses through sufficient signage and other strategies.

K. General Circulation Policy E.4. Where appropriate, consider infrastructure and related enhancements to facilitate downtown pedestrian circulation, taking into account safety, lighting, pleasantness, adequacy, and accessibility for the disabled.

L. General Circulation Policy F.1. Ensure, to the greatest extent feasible, through direct or liaison efforts, the continued maintenance and adequacy and, where necessary, improvement of Covina's sewers and sewage disposal systems system to prevent contamination of groundwater and receiving water quality and to accommodate long-term growth and revitalization.

M. General Circulation Policy F.3. Ensure, to the greatest extent feasible, through direct or liaison efforts, the continued maintenance and adequacy and, where necessary, improvements of Covina's storm drain and storm drainage system to prevent or minimize flooding and soil erosion and to accommodate future growth and revitalization.

N. General Circulation Policy F.5. Ensure, to the greatest extent feasible, through direct or liaison efforts, the continued maintenance and adequacy and, where necessary, improvement of Covina's water supply facilities and water distribution system as well as the ability of the water network to meet future growth and revitalization.

O. General Circulation Policy F.6. Ensure, to the greatest extent feasible, through direct or liaison efforts, that all current and future peak period water demands are met and that water pressure and fire flow rates in all areas are adequate.

P. General Circulation Policy G.13. Continue accommodating pedestrian circulation, to the greatest degree possible, in terms of adequately-sized, conveniently located, safe, functional,

unobstructed, and disabled-accessible major-and small-street public sidewalks, public crosswalks, private walkways and access routes, private walkways/access route linkages to public sidewalks, and sufficient connections between public sidewalk and crosswalks.

III. Natural Resources and Open Space Element

A. General Natural Resources and Open Space Policy B.2.h. Provide for landscape improvements to the City's sidewalks, streets, civic properties, and related public spaces and facilities, in accordance with all applicable standards and provisions, for aesthetic and ecological reasons, to the greatest extent possible.

B. General Natural Resources and Open Space Policy B.2.i. Provide for needed landscape improvements to the City's parks and recreational facilities, as described in the Covina Park System Master Plan and other sources, in accordance with all applicable standards and provisions, for aesthetic and ecological reasons, to the greatest extent possible.

C. General Natural Resources and Open Space Policy B.2.j. Encourage the preservation of existing mature street and other public trees in conjunction with all public works projects, except where infeasible and/or unsafe.

D. General Natural Resources and Open Space Policy C.1.i. Whenever possible and feasible, attempt to acquire and improve land for park and recreational uses.

E. General Natural Resources and Open Space Policy C.1.o. Continue to upgrade, enhance, redesign, and/or replace existing parks and recreational areas and appurtenant facilities and amenities to improve overall park use, safety, and/or appearance as well as to maintain community image and vitality, whenever possible.

F. General Natural Resources and Open Space Policy C.5.a. Continue providing for adequate maintenance of the physical condition, operation, cleanliness, and appearance of all parks and recreational facilities and appurtenant amenities, following reasonable, applicable procedures and standards.

IV. Safety Element

A. General Safety Policy B.3.k. Maintain sufficient personnel, equipment, facilities, and resources in the Fire and Police Departments to handle fire incidents.

SECTION 4. Based upon the entire record before the Planning Commission, all written and oral evidence presented to the Planning Commission, and the findings made in this Resolution,

the Planning Commission hereby recommends that the City Council adopt the Fiscal Year 2023/2024-2028/2029 City of Covina Five-Year Capital Improvement Program (CIP).

SECTION 5. The Planning Commission hereby directs the Community Development Director to forward a copy of this Resolution to the City Council for their consideration at the next available regular City Council meeting.

SECTION 6. The Secretary shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by members of the Planning Commission of Covina on this 9th day of May, 2023.

DAN MCMEEKIN , VICE CHAIRMAN
COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the 9th day of May, 2023, by the following vote of the Planning Commission:

AYES:

NOES:


ABSENT:

ABSTAIN:

COVINA PLANNING COMMISSION SECRETARY

EXHIBIT A
City of Covina

FY 2023/2024-2028/2029 Capital Improvement Program

<div></div>																		
CITY OF COVINA CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2023-2024 FUNDING SOURCES																		
ITEM	FUNDINGS SOURCES	SB-1	Gas Tax	PROP C	TIF	MEASURE M	MEASURE R	PROP A	SEWER	WATER	BUILDING MAINT (FUNDED BY MEASURE CC)	ARPA	ENVIRONMENTAL	MEASURE W	MEASURE CC	GENERAL FUND	GRANTS	
	Fund Balance - End of FY 2022-23 (Per Finance)	\$ 262,159.00	\$ 40,302.00	\$ 35,803.00	\$ 1,689.00	\$ 187,436.00	\$ 404,638.00	\$ 881,076.00	\$ 2,125,462.00	\$ 7,042,803.00	\$ 279,300.00	\$ 1,565,021.00	\$ 813,007.00	\$ 7,597,876.00	\$ 9,515,261.00			
	Anticipated Revenue - FY 23-24	\$ 1,268,519.00	\$ 1,451,416.00	\$ 1,209,398.00		\$ 1,027,988.00	\$ 907,048.00	\$ 1,458,030.00	\$ 3,100,000.00	\$ 10,000,000.00	\$ 1,854,595.59		\$ 1,100,000.00	\$ 7,130,084.00	\$ 5,000,000.00			
	Operational Expenses - FY 23-24 (Projected)		\$ 1,215,000.00			\$ 150,000.00	\$ 469,988.00	\$ 1,060,053.79	\$ 2,358,446.29		\$ 1,308,690.13		\$ 1,476,327.15					
	Total Funding Sources - FY 23-24	\$ 1,530,678.00	\$ 276,718.00	\$ 1,245,201.00	\$ 1,689.00	\$ 1,065,424.00	\$ 841,698.00	\$ 1,279,052.21	\$ 2,867,015.71	\$ 17,042,803.00	\$ 825,205.46	\$ 1,565,021.00	\$ 436,679.85	\$ 14,727,960.00	\$ 14,515,261.00		\$ -	
ENGINEERING																		
1	Barranca Avenue Street Resurfacing Project	From Northerly City Limit to San Bernardino Road	\$ 1,268,519											\$ 100,000			\$ 1,368,519	
2	Cienega Avenue Resurfacing Project	Grand Avenue to Barranca Avenue	\$ 262,159			\$ 237,841			\$ 100,000					\$ 100,000			\$ 700,000	
3	Street Residential Resurfacing Project	N. Ivescrest Ave/E. Colver Place				\$ 650,170											\$ 650,170	
4	Azusa Avenue Sidewalk Renovation Project	From Arrow Highway to Puente Street		\$ 350,000													\$ 350,000	
5	Traffic Calming Improvements Project	City Wide			\$ 177,413												\$ 177,413	
6	Tree Planting Project	City Wide											\$ 50,000				\$ 50,000	
7	Sunflower Avenue Street Rehabilitation Project	From Covina Blvd to Cypress Avenue		\$ 500,000													\$ 500,000	
8	Traffic Signal Improvements Project	San Bernardino Rd/Grand Ave & Cypress Street/Citrus Ave		\$ 100,000													\$ 100,000	
9	Downtown Bollard Installation Project	Citrus Ave Between San Bernardino Road and Badillo Ave															TBD	\$ -
10	City-Wide Alleyway Resurfacing Project	Paving Rehabilitation City-Wide														\$ 200,000		\$ 200,000
WATER																		
11	Hurst Tract Water Main Replacement Project	From Cypress Avenue to Covina Boulevard and Grand Avenue to Brightview Drive							\$ 75,000								\$ 75,000	
12	Covina Heights Water Main Replacement & Paving Project	Covina Heights	\$ 276,718			\$ 841,698		\$ 200,000	\$ 3,300,000								\$ 4,618,416	
13	Badillo St/Azusa Ave Water Main Replacement Project	Intersection of Badillo Ave and Azusa Ave							\$ 500,000								\$ 500,000	
FACILITIES																		
14	PD Locker Room Renovation Project	Police Department								\$ 700,000							\$ 700,000	
15	Covina Theater Improvement Project	Covina Theater													TBD		\$ -	
16	Navigation Center	Public Works Yard														TBD	\$ -	
17	Covina Recreation Village Project	Vita Pakt											\$ 300,000			TBD	\$ 300,000	
SEWER																		
18	Sewer Main Replacement Project	City Wide						\$ 100,000									\$ 100,000	
19	CCTV Inspection Project	City Wide						\$ 750,000									\$ 750,000	
ENVIRONMENTAL																		
20	Trash Enclosure Project - Phase IV	Downtown and Heritage Park											\$ 250,000				\$ 250,000	
21	Banna & Badillo Bioswale Installation Project	Intersection of Badillo and Banna Avenue											\$ 150,000				\$ 150,000	
22	Wingate Park EWMP Project	935 N Glendora Avenue											\$ 13,700,000				\$ 13,700,000	
PARKS AND RECREATION																		
23	Pickleball Court Construction Project	Hollenbeck Park												\$ 300,000			\$ 300,000	
24	Monument Sign Installation Project	Senior Center and Edna Park												\$ 50,000			\$ 50,000	
25	Hollenbeck Park Improvements Project	Hollenbeck Park													\$ 2,000,000	\$ 2,000,000		
26	Covina Park - Tennis Court Renovation Project	Covina Park												\$ 200,000			\$ 200,000	
TRANSPORTATION																		
27	Quiet Zone Implementation Project	Metrolink Railroad Crossing														TBD	\$ -	
28	Bus Stop Improvement Project - Citrus Ave	Citrus Avenue						\$ 100,000									\$ 100,000	
Total FY 23-24 CIP \$ 27,889,518																		